

DD/S 67-0991

24 FEB 1967

MEMORANDUM FOR: Executive Director - Comptroller

SUBJECT : Employee Activity Association

1. This memorandum contains a recommendation for your approval; such recommendation is contained in paragraph 3.

2. Attached is a memorandum dated 17 February 1967 concerning the proposed plans of the EAA for merchandise sales and a description of the staffing effort to accomplish this program. Of the six staff employees supporting the EAA, three of these are fully devoted to club and other type activities whereas the other three are almost exclusively devoted to store activities. I would like to continue at the moment with this present pattern in order to launch the store program, if approved, and as soon as possible seek to put the EAA operating staff on a contract basis. By so doing we will release the six slots and I believe we can hire the help at a much reduced cost than the present GS grades require. If the store sales program is successful and as the income develops on a recognizable level I would propose to have EAA assume the costs of these contract employees to the degree possible. Obviously this will not occur overnight but as the program develops we can by increments reduce the cost of the program to the Agency.

3. I recommend you approve of this program under the above conditions.

[Redacted Signature]

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R. L. Bannerman
Deputy Director
for Support

Att: Memo dtd 17 Feb 67 for DD/S fr D/Pers,
subj: Employee Activity Association Plans
for Merchandise Sales

The recommendation contained in paragraph 3 is approved.

Executive Director-Comptroller

L. K. White

Date

17 March 67

SECRET

22 JUL 1969

MEMORANDUM FOR : Deputy Director for Support

SUBJECT : Management of EAA Store

REFERENCE : Your Memo, Subj: Status of EAA Store.
dtd 6 June 1969

1. This memorandum is for information only.
2. We have now taken steps, as indicated below, to implement the decisions reported in paragraph 2 a. and c. of the referent memorandum.

a. Effective 13 July 1969, the payment of the salaries and related costs of the Store manager and his assistant will be absorbed by EAA from Store profits. Our arrangement to achieve this is identical to that in effect for the Credit Union and certain positions in the Insurance Branch, i. e., the Office of Finance will bill EAA on a quarterly basis and EAA will reimburse the Agency accordingly.

b. The EAA Board of Directors has established a Store Management Committee and has delegated to the Committee overall responsibility for the management of the Store. This delegation includes, among others, the authority to establish inventory limitations, select merchandise to be sold, fix prices, and otherwise to establish policy for the management and operation of the Store. The Committee will meet monthly or more often as circumstances warrant, and consists of the following individuals:

Chairman
Member
Member
Member
ber
Executive Secretary

[Redacted Signature]

Robert S. Wattles
Director of Personnel

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